



DEPARTMENT OF THE NAVY
NAVAL MEDICAL COMMAND
WASHINGTON, D.C. 20372-5120

IN REPLY REFER TO

NAVMEDCOMINST 4730.1
MEDCOM-22
30 Jul 85

NAVMEDCOM INSTRUCTION 4730.1

From: Commander, Naval Medical Command

Subj: ASSIGNMENT OF MEDICAL/DENTAL INSPECTORS AND OTHER SPECIALTY ASSISTANTS TO BOARD OF INSPECTION AND SURVEY (INSURV) INSPECTIONS OF U.S. NAVY SHIPS

Ref: (a) U.S. Navy Regulations
(b) OPNAVINST 5100.23B
(c) INSURVINST 4730.18B (NOTAL)

1. Purpose. To establish an appropriate system that will assure the assignment of the best qualified Medical Service Corps (MSC) officers for conducting and assisting in material inspections of ships in accordance with the requirements of the Board of Inspection and Survey.

2. Cancellation. BUMED Instruction 4730.1.

3. Discussion. The Board of Inspection and Survey (INSURV) is required to conduct acceptance and final contract trials, material inspections, and surveys of U.S. Navy ships. Medical Service Corps officers are permanently assigned to support the President, Board of Inspection and Survey (PRESINSURV), Washington, DC; the Board of Inspection and Survey, Atlantic (INSURVLANT), Norfolk, VA; and the Board of Inspection and Survey, Pacific, (INSURVPAC), San Diego, CA. However, because of the scope, complexity, and number of inspections, it is often necessary to obtain additional assistance from COMNAVMEDCOM command field activities. The need for an experienced MSC inspector as an INSURV member to provide expertise in the medical/dental area or in the areas of industrial hygiene, environmental health, or other discipline, has been extensively documented. The value of corrective action or planning initiated as a result of onsite medical evaluation of end user situations is significant to all components of the U.S. Navy. To support INSURV in performing its mission, COMNAVMEDCOM is required to provide requested assistance in accordance with reference (a). It is in the direct interest of COMNAVMEDCOM that the personnel assigned to conduct or assist with INSURV inspections represent the maximum in expertise and experience that is available from within the tasked command. Commanding officers are encouraged to recognize the performance of INSURV inspectors in officers' fitness reports.

4. Procedures

a. Medical/Dental Inspector. Due to the number of inspections assigned to INSURVLANT and INSURVPAC, it is often necessary for these commands to request that COMNAVMEDCOM provide for the TAD assignment of MSC officers to function as the medical/dental inspector during a particular ship's inspection. COMNAVMEDCOM, upon receiving a request for assistance, will task the appropriate area geographic naval medical command to coordinate the assignment of the inspecting officer. The commander of the appropriate geographic naval medical command shall task the nearest naval medical facility to the ship's location to provide for the best qualified MSC officer to conduct the inspection.

b. Industrial Hygiene. Reference (b) has assigned the responsibility for the Naval Occupational Safety and Health (NAVOSH) oversight inspections for forces afloat to the PRESINSURV. As a result, there is a frequent need to augment the boards of inspection and survey with the services of an industrial hygienist to assist in performing the INSURV inspection. COMNAVMEDCOM, upon receiving a request for industrial hygiene support, will task the appropriate geographic naval medical command to coordinate the assignment of an inspector. The geographic naval medical command shall task the nearest medical facility under its responsibility to provide the necessary industrial hygiene inspector. The Navy Environmental Health Center will receive an information copy on all correspondence concerning industrial hygiene support.

c. Other Specialties. PRESINSURV requests for specialty support (i.e., environmental health, radiation health, toxicology, etc.) will be coordinated by COMNAVMEDCOM on a case-by-case basis.

d. General. COMNAVMEDCOM (MEDCOM-22) is the coordinator for the INSURV support program. Any problems, comments, or recommendations should be reported to MEDCOM-22 in writing via the chain of command. Inquiries may also be made by calling AUTOVON 294-1270 or commercial (202) 653-1270.

5. Responsibilities

a. PRESINSURV shall:

- (1) Provide overall guidance for the training of INSURV members and INSURV inspection procedures.
- (2) Provide COMNAVMEDCOM with a copy of the quarterly listing of inspections to be conducted as far in advance as possible.
- (3) Provide requests for assistance a minimum of 14 days prior to dates of inspections.
- (4) Provide a "T" number assignment and appropriate accounting data to COMNAVMEDCOM with the request for assistance in accordance with reference (c).

b. Senior members of the Board of Inspection and Survey, Atlantic and Pacific shall:

- (1) Provide COMNAVMEDCOM with a copy of the quarterly listing of inspections to be conducted as far in advance as possible.
- (2) Provide requests for assistance a minimum of 14 days prior to dates of the inspections.
- (3) Provide a "T" number assignment and appropriate accounting data to COMNAVMEDCOM with the request for assistance as provided by reference (c).

c. COMNAVMEDCOM will:

- (1) Task appropriate geographic naval medical commands to coordinate assignment of an MSC officer for the individual INSURV inspection when requests for assistance are received. Assure the Navy Environmental Health Center receives an information copy on all requests for industrial hygiene support.
- (2) Maintain appropriate files of INSURV assistance requests and INSURV reports.

d. Commanders of geographic naval medical commands shall:

- (1) Task the appropriate medical facility under their responsibility in the area of the ship to be inspected to provide MSC officers as appropriate.

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(2) Provide COMNAVMEDCOM (MEDCOM-22) with the name of a central contact point for coordination of INSURV inspections. Submit updates as changes occur.

(3) Provide direct liaison with the Commanding Officer, Navy Environmental Health Center when unable to provide industrial hygiene support from available personnel resources.

e. Commanding Officer, Navy Environmental Health Center shall:

(1) Coordinate assignment of assistance from available personnel resources when requested by commanders of geographic naval medical commands unable to provide assistance.

(2) Provide COMNAVMEDCOM (MEDCOM-22) with the name of a central contact point for coordination of INSURV inspections. Submit updates as changes occur.

f. Commanding officers of local medical facilities shall:

(1) Select MSC officers with the following general qualifications for INSURV assignments when tasked by geographic naval medical commands:

(a) Personnel with previous shipboard experience are desired.

(b) Personnel who have assisted in at least one inspection prior to being assigned sole responsibility for inspections. Local travel costs for training of inspectors are to be paid by the local command.

(c) Officers designated to perform inspections of submarines should be former submarine qualified personnel. If a former submarine qualified MSC officer is not available, a former submarine qualified medical officer, physician's assistant, Master Chief, or Senior Chief should be utilized. Hospital corpsmen may be assigned for submarine inspections only with the concurrence of the senior member of the cognizant submarine inspection board.

(2) Provide COMNAVMEDCOM (MEDCOM-22) with the name of a central contact point for coordination of INSURV inspectors. Submit updates as changes occur.

(3) Designate a specific individual in response to each ship assigned for INSURV, and advise PRESINSURV, INSURVLANT, or INSURVPAC as appropriate, of the name, grade, social security number, security clearance, next of kin and relationship, home address, and home telephone number of the inspector.

(4) Provide COMNAVMEDCOM (MEDCOM-22) copies of all correspondence.

(5) Provide the Navy Environmental Health Center copies of all correspondence concerning industrial hygiene assistance.

g. Personnel assigned as inspectors shall:

(1) Contact cognizant INSURV board as appropriate to obtain the particular information concerning the inspection (i.e., ships location, arrival conference time, anticipated underway time, uniform, parking, and name of recorder for ship's inspection) a minimum of 3 days prior to the beginning of the INSURV inspection.

(2) On the day of the inspection, report to the senior member of the inspecting party and coordinate inspection procedures with the recorder for that particular ship's inspection.

6. Report. The situational report prescribed in paragraph 4, Inspection and Survey (INSURV) Program Findings is assigned report control symbol MED 4730-2. This reporting requirement is approved by the Commander, Naval Medical Command for 3 years only from the date of this instruction.



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